



FROM THE PRINCIPAL

Dear Community,

Last week we have returned to our 'normal' timetable and start of school day. Families are welcome back onsite for drop off and pick up. To enter buildings or classrooms parents need to be double vaccinated. Students are enjoying being out in the playground together and it is wonderful to hear the noise and laughter of children playing during recess and lunch breaks. This is the first time in nearly two years that all the students have been out in the playground together.

This week specialist classes will resume for the first time in nearly a year. Students will be attending Physical Education, Performing Arts, Visual Arts and Library classes. These important programs complement the learning that is provided in classrooms and allows students to develop holistically.

To support the return to a COVID normal school we have in place a range of COVID safe measures. Some of which are:

- The RA Testing Program: This will continue until the end of term. We will be handing out test kits when we receive our next delivery.
- Masks: Year 3-6 students and staff are to continue wearing face masks.
- Airflow: This focuses on ventilation, each classroom has an air purifier and doors, and windows are open.
- Good hygiene practices: Regular washing and sanitising of hands. The regular cleaning of tables and shared equipment is also in place.
- Vaccinations: They are an important part of our COVID safe practices. All school staff are vaccinated as are a number of students. I encourage you to vaccinate your child/ren to protect them as well as staff and other children from the virus. We have attached some information on vaccinations to the end of this newsletter

On Wednesday, we held our Meet the Teacher meetings, these meetings are very important so we are very pleased that so many families took the time to talk to their child's teacher. The teachers and parents discussed the learning scheduled for Term 2 and ways in which we can all work together to ensure that students get the best outcome for their learning.

We would like to remind parents that we have Facebook, we post school news, events and photos of your child's time at school on our Facebook Page and our school website. Please follow us on Facebook and visit our school website to see of the above.

Facebook: <https://www.facebook.com/stalbansps>

Website: <https://www.stalbps.vic.edu.au/>

Take care and stay safe.

Joanne Richmond
PRINCIPAL

Important Dates

Monday 28th February:

Preps finish 3:10pm

Friday 4th March:

School Photo Day

Thursday 10th March:

School Council Meeting via

WebEx at 2:20pm

Monday 14th March:

Labour Day Public Holiday

Friday 8th April:

Easter Egg Hunt for all students

End of Term 1, **1:30pm** finish

for all students

Tuesday 26th April:

Term 2 begins for all students

OSCH Club

This year we have our own after school care program running after school every day. The program operates out of the hall every afternoon from 3:20pm until 6:20pm. The program is delivered by OSCH Club. You can send your child on a casual basis or enrol them for regular attendance. I encourage every family to register their child/ren then you will be able to access the program when you need the care.

OSCH Club contact information is attached to the end of this newsletter.

School Council Elections

We are currently looking for parents who would be interested in joining School Council. The School Council meets once a month on a Thursday at 2:20pm. We discuss issues related to the governance of the school. If you are interested in learning more about School Council or you would like to join, please feel free to contact the office

No Hat, No Play

Just a reminder to families that students are required to wear hats outside during terms one and four. Students who do not have a hat will need to sit in the shade during lunch and recess breaks. Wide brimmed school hats are available for purchase from the office for \$10.



School Photos

On Friday 4th March we have our school photo day. An envelope has already been sent home with students, please make sure you put the correct money in the envelope as it goes straight to the photographer not the school. Please ensure your children are in full school uniform on the day. The school photos will start at 9am so please make sure your child is at school by 8:50am or they might miss their class photo.

Student Absence and Lateness

School hours are 8:50am until 3:20pm for all students next week. If your child is late to school, they must report to the school office for their arrival to be documented on the class roll. All children must be taken home by 3:20pm. The OHSC club provided an after-school service if you require your child to be cared for after 3:20pm. We have attached the flyer to this newsletter once more so that you have their information.

If your child will be absent, please call the school and either leave a message about their absence or speak to someone at the office about their absence.

Keep our School Clean

The students in 1/2H have noticed just how messy our school gets and took it upon themselves to clean it up. They organised a cleaning crew and wrote about their experiences. Well done 1/2H and all the other students who clean our school and throw their rubbish in the bin.

At lunchtime we saw lots of rubbish. It was so dirty! We should keep our school clean by not littering in the school yard. Don't drop rubbish on purpose! **By Raymond and Shiloh 1/2H**

The school yard had lots of rubbish. I cleaned the oval. I had a full bag. I saw my sister and asked her to help. She said "yes". We found a lot of rubbish. **By Ziggy 1/2H**

Today our class went for a walk around the school and noticed so much rubbish. It looked disgusting! We need to stop littering and should keep our school clean. It is good for the environment and animals won't die. It is also good so our world is clean and greener with more trees. We should not litter because if we step on glass we will get seriously injured and have to go to hospital. If you litter our air will not be fresh and some people may even die! Also, if we keep littering, plants will die too. **By Chloe Ava 1/2H**

We should keep our school clean because if they die there is going to be less food and plants. We don't litter because our school will look bad and smell bad and no one will want to come to our school. We don't litter because people are going to be sick from all the rubbish. They might slip on a banana and hurt themselves. So how would you like that? Please don't litter! **By Angilena 1/2H**



PRIVACY POLICY

BACKGROUND

Every member of the school community at St Albans Primary School has the right to have his or her privacy and confidentiality protected as afforded through by Victorian Privacy Laws, the *Information Privacy Act 2000* and the *Health Records Act 2001*, which provide for the protection of personal and health information.

Information regarding personal and contact details of all members should be retained by the school for use in supporting the welfare of families and staff. Access to this information should only be permitted for purposes associated with the education and welfare of students and staff. However, Department of Education and Training (DET) regulations on privacy information must take precedence.

Confidential Information refers to:

- **Personal Information** is information or opinion, whether true or not, about a person whose identity is apparent, or can reasonably be ascertained, from the information or opinion – that is recorded in any form. For example, a person's name, address, phone number and date of birth (age). De-identified information about students can also be personal information.
- **Health Information** is information or opinion about a person's physical, mental or psychological health or disability, that is also personal information – whether in writing or not. This includes information or opinion about a person's health status and medical history, immunisation status and allergies, as well as counselling records.
- **Sensitive Information** is information or opinion about a set of specific characteristics, including a person's racial or ethnic origin, political opinions or affiliations, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, or criminal record. It also includes health information.

PURPOSE

To ensure that St Albans Primary School:

- Collects confidential information in the correct manner as required by DET.
- Appropriately keeps confidential information on students, their families and staff.
- Only allows authorised persons have access to confidential information and use it for the correct purposes.
- Follows DET procedures and protocols with regards to privacy.
- Is compliant with Victorian privacy law – the *Privacy and Data Protection Act 2014 (Vic)* and the *Health Records Act 2001 (Vic)*.
- Implement DET's Values of Accountability, Human Rights, Impartiality, Integrity, Leadership, Respect and Responsiveness.

Students who may have experienced or witnessed this type of behaviour are encouraged to speak up and to let their teachers, parents or carers know about those behaviours to ensure that inappropriate behaviour can be addressed.

IMPLEMENTATION

- The Principal has the overall responsibility of implementing this policy, but may delegate certain roles to suitably qualified staff.
- This policy applies to students, staff (including voluntary staff) and the School Council at St Albans Primary School.
- The school will use the Primary School Privacy Statement supplied by DET when families enrol at the school. See <https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>.
- Personal information regarding each student shall be retained for use by office and teaching staff in line with DET requirements.
- Personal files relating to student achievement will be kept in teacher files with access only being allowed to authorised persons.
- Personal files relating to those being supported by outside support staff shall be kept in locked filing cabinets, with access only being allowed by authorised persons.
- Personal details regarding each member of staff shall be kept for use by school administrators to support them.
- Personal files on each member of staff shall be kept in a locked, fireproof safe with access only being allowed to authorised persons.
- Personal details of any student, their family members or staff members will be revealed only to authorised persons with relevant documentation (e.g. subpoena, DHHS)
- Where Court Orders are relevant the Principal and administration staff will copy, file and implement these individually as appropriate.
- Access to other information may be restricted according to the requirements of laws that cover the management of school records. These include the Public Records Act and the Freedom of Information Act.
- Images, names and personal details will not be used in any media to be distributed without the prior consent of a student's parents, family or the staff member concerned.

FURTHER INFORMATION AND RESOURCES

<https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>.

REVIEW CYCLE

This policy will be reviewed as part of the school's four year review cycle

DOCUMENT STATUS

Reviewed	School Council Ratification	Next Review
School Council Meeting		



Australian Government



Safe. Effective. Free.

COVID-19 vaccine information for children, teens and parents/guardians

Last updated: 11 February 2022

The Corminaty (Pfizer) COVID-19 vaccine is approved and recommended for people aged 5 years and older.

Spikevax (Moderna) is approved and recommended for people aged 12 years and older. It is currently being evaluated for children aged 6 to 11 years.

The vaccination rollout for children aged 5 to 11 started on 10 January 2022.

Why should children and teens get vaccinated?

There are lots of reasons to get vaccinated, including:

- protecting you from catching COVID-19
- reducing your risk of severe disease, long-term side effects or long COVID
- helping you get back to school
- reconnecting you with your family and friends
- getting you back to doing the things you love, like team sports, going to concerts and travel
- slowing the spread of the virus in the community.

Vaccination protects you, and it also protects your:

- family
- friends
- schoolmates
- teammates
- workmates.

How do COVID-19 vaccines work?

COVID-19 vaccines can stop people from becoming sick with COVID-19.

The Pfizer and Moderna vaccines do not contain any live virus and cannot give you COVID-19. They contain genetic code for an important part of the SARS-CoV-2 virus which causes COVID-19, called the spike protein.

After you get the vaccine, your body makes copies of the spike protein. Your immune system then learns to recognise and fight against the virus. The genetic code is then broken down quickly by the body.

What to expect after vaccination

The vaccine starts to protect you against COVID-19 from about 2–3 weeks after the first dose.

That is why it is important to continue to be safe and to remember to:

- practise good hygiene
- practise physical distancing
- follow the limits for public gatherings
- understand how to isolate if you need to.

What if I have a reaction to the vaccine?

You may experience some side effects after vaccination. Most side effects last no more than a couple of days and you will recover without any problems. Common reactions to vaccination include:

- pain, redness and/or swelling where you received the needle
- mild fever
- headache.

If you have any concerns about symptoms you can get more information at www.healthdirect.gov.au/covid-19-vaccine-side-effect-checker.

Which vaccine will I get?

There are several key differences in COVID-19 vaccines for children aged 5 to 11 years and for people aged 12 years and over. These are outlined in the table below.

Key differences for between COVID-19 vaccines for children and teens:

	Pfizer Paediatric	Comirnaty (Pfizer)	Spikevax (Moderna)
Age range	5 to 11 years	12 years and older	12 years and older
Dosage	Smaller dose (0.2ml after dilution)	Adult dose (0.3ml after dilution)	Adult dose (0.5ml after dilution)
Vial cap colour	Orange	Purple or grey	Red
Recommended interval between first and second dose	8 weeks ¹	3 to 6 weeks	4 to 6 weeks

¹ The vaccine interval can be shortened to a minimum of three weeks in special circumstances. More information is available here: www.health.gov.au/resources/publications/covid-19-vaccination-information-and-consent-form-for-parents-and-guardians-of-children-aged-5-to-11-years

Remember your second appointment

It is important that you get two doses of the vaccine as the second dose is likely to extend your protection against COVID-19.

For children aged 5 to 11 years, the recommended interval is 8 weeks, and this interval can be shortened to a minimum of three weeks in special circumstances.

For adolescents aged 12 to 17 years, the recommended interval for Pfizer is 3 weeks, and this interval can be extended.

Boosters for adolescents aged 16 years and over

People aged 16 years or over, including people with severe immunocompromise and pregnant women, should have a booster dose three months or more after their primary course, to prolong their protection against COVID-19.

People aged 16 and over can have a booster dose of Pfizer. People aged 18 years and over can have a booster dose of Moderna.

How is the information you provide at your appointment used?

For information on how personal details are collected, stored and used you can visit www.health.gov.au/using-our-websites/privacy/privacy-notice-for-covid-19-vaccinations.

Consent

Parents may be asked to consent to their child being vaccinated. A special information resource and consent form has been developed for parents and guardians of children and is available here:

www.health.gov.au/resources/publications/covid-19-vaccination-information-and-consent-form-for-parents-and-guardians-of-children-aged-5-to-11-years

In general, a parent or legal guardian of a child has the authority to consent to vaccination. In some states and territories, older adolescents may be able to provide their own consent.

Your child's COVID-19 vaccine will be recorded on their Immunisation History Statement. If your child is aged 14 years and older, you can no longer access their Australian Immunisation Record for privacy reasons. You can get their immunisation history statement if you have their consent. More information is available via Services Australia at: www.servicesaustralia.gov.au/individuals/services/medicare/australian-immunisation-register/how-get-immunisation-history-statement.

More information about consent is available in the Australian Immunisation Handbook at: immunisationhandbook.health.gov.au/vaccination-procedures/preparing-for-vaccination.

Alternatively, you can check with your state or territory health authority about these laws: www.health.gov.au/health-topics/immunisation/immunisation-contacts

Enrolment and Booking

We offer an easy and uncomplicated free registration system using our online platform at oshclub.com.au or calling our Customer Service team on 1300 395 735.

OSH Club is guided by the governments National Quality Framework and set Education and Core National Law Act and Regulations applicable for each state, so there is necessary documentation we require from each family.

All enrolments must be completed prior to attendance with all required documentation that are required by National Law. These are:

IMMUNISATION HISTORY

Each service has a legal requirement to have a record of each child's immunisation history so families can be contacted if any illnesses are circulating the community and prevent exposure to a child who may not be immunised.

MEDICATION AUTHORISATION FORM

Any medication that needs to be administered requires a Medical Authorisation Form to be signed by the family. The medication then needs to be provided to the service with the child's name clearly displayed in its original packaging.

MEDICAL MANAGEMENT PLANS

All medical conditions require a Medical Management Plan to be prepared by the child's doctor.

Allergy or anaphylaxis requirements must be on an ASICA Action Plan displayed in colour with a picture of the child and signed by the doctor. Any other medical conditions such as asthma or epilepsy also require a Medical Management Plan along with any medication required to properly manage the child's medical condition, such as an inhaler, auto-injector (epipen) or antihistamines.

Families are responsible for updating any Medical Management Plans on an annual basis and providing these to the service. If these are not provided, this may prevent the child from attending.

Bookings

To allow for flexibility, we have permanent and casual bookings options available for families. Bookings can be managed through oshclub.com.au, by calling Customer service on 1300 395 735 or contacting the coordinator directly for late bookings.

PERMANENT BOOKINGS

Set days for each week (unless altered)

CASUAL BOOKINGS

For changing schedules or infrequent visits

LATE BOOKINGS

Bookings made within 24 hours can incur a late booking fee

CANCELLATIONS

We allow booking cancellations up to seven days prior or they may incur a late cancellation fee, but this is determined by case.

Payments

All statements can be accessed online with Customer Service available on 1300 395 735 if any assistance is required. Payments are automatically debited fortnightly through two payment options:

- Credit card (VISA or Mastercard)
- Direct debit from a nominated bank account

If families are eligible for Child Care Subsidy, they can contact Centrelink Family and Parents Line on 13 61 50 for details on how to register. Once we have these details, families will not have to suffer out of pocket costs by having the rebate applied automatically.

We also have further assistance for families suffering with financial hardship. For more information, contact Customer Service and Billing on **1300 395 735**.

